



**State of New Jersey**  
DEPARTMENT OF BANKING AND INSURANCE  
DIVISION OF BANKING  
PO Box 40  
TRENTON, NJ 08625-0040

JAMES E. MCGREEVEY  
*Governor*

January 8, 2004

HOLLY C. BAKKE  
*Commissioner*

To the Licensed Check Casher Addressed:

The enclosed annual report form must be completed by each licensed check casher and filed with this Department as required by N.J.S.A.17:15A-45. The report is due in this office by March 1, 2004. Please note that, if you operate branch offices and or mobile units, all activity must be reported on a consolidated basis. **Reports not received in this office in a timely manner will be forwarded to our Enforcement Unit for appropriate administrative action.**

Your attention is directed to line five on page one of the report which requests the amount of returned checks on hand. Please note that the amount reported on this line must agree with the total amount of return checks listed on page two.

N.J.A.C.3:24-6.1 provides for a \$100 filing fee and a \$50 late fee for reports which are not timely filed. Therefore, any reports which are filed after March 1, 2004 must be accompanied by a payment of \$150 (\$100 filing fee and \$50 penalty). The report should be directed to the undersigned in the enclosed, return addressed envelope. Checks should be made payable to the "Treasurer, State of New Jersey".

**Licensees are reminded that they should retain a copy of this report for their files and have it available for review by our field examiners.** Should you have any questions you may contact me at (609) 292-7659, Ext. 50218.

Connie Mitchell, Program Technician  
Surveillance Unit

Enclosure  
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